Board of Directors

Meeting Minutes

December 15, 2022

9:30 a.m. to 10:30 a.m.

Zoom

Present: Cecilia Brock, Mary Ellen Darling, Maureen O’Connor, Kelli Johnson, Marsha Tait, John Eberle, Joe Campbell, Pat Rajala

Staff: Kathy Houghton, Kitty Hotles-Samson, Mary Abousaid

9:31 a.m. Brock called the meeting to order and conducted a Quorum check. Brock asked for Houghton to start the meeting with reviewing the current Executive Director report while waiting for additional Board members to be in attendance to have a Quorum. Quorum reached at 9:36 a.m.

Houghton reviewed the current funding outlook, LNY business activity and the STOP Reading Challenge 2022 outcomes.

Abousaid reviewed the Financial Reports and provided a mid-year financial update. Abousaid also shared that Grants Gateway is transitioning to SFS.

Brock asked if anyone knew why there is a delay in getting grant money sent out to the agencies. Houghton thinks it’s because balls have been dropped due to new staff that’s in place.

Brock asked if there were any comments about the Consent Agenda. Brock mentioned Brock should be amended to “Darling asked for a vote” in the September Minutes on page 2.

Brock asked for a motion to approve the Consent Agenda which included the December 15, 2022 Meeting Agenda, September 15, 2022 Meeting Minutes, Board Financial Report and the Financial Summary Report.

Motion made by Eberle

2nd by Tait

Brock requested vote.

All in favor, motion approved without objections or abstentions.

Brock stated there has been a change to the Life Insurance coverage for LNY Staff and asked Houghton to share more details about this coverage change.

Houghton stated that ESC dropped the plan LNY had for each employee to have 25K in Life Insurance coverage. The options are now 10K or 50K. Rajala shared that Prudential is who she uses for Staff Life Insurance coverage and the rate is reasonable.

Brock asked for any comments. Brock asked if the Staff is aware of this change? Houghton stated that the Staff will be informed at a meeting next week.

Brock reminded the Board that Commitment Forms should have been submitted and asked if any were missing. Brock was informed that Tait’s form hasn’t been submitted. Tait stated that she will submit it.

Houghton talked to the Board about the names provided on the Commitment Forms and would like direction on the next steps to take with meeting these people. Houghton also brought up the need for Board Recruitment. Eberle will talk with Houghton and Brock regarding next steps for meeting the people on his form. John also shared that The Community Foundation has a program to train potential board members. There are several promising graduates from the program. Kelli mentioned the Gifford Foundation’s Nourishing Tomorrow’s Leaders as another potential source for recruitment.

Johnson had to leave the meeting at 9:58am

Darling opened the floor for review, comments and discussion of the Diversity Policy that was emailed to the Board. Eberle mentioned a Pledge & Promise. The Board will vote by email on this policy by January 6, 2023.

Eberle expressed concern about the 25K employee benefit for Life Insurance coverage being reduced to 10K. Discussion about the coverage ensued. Abousaid will shop around and research other options for Life Insurance coverage. Houghton would like the dollar figure removed from the Benefits Policy.

Brock stated there will be a vote in the new year. Brock asked if there was any other business to review. None provided. Brock asked for any good news. None provided.

Eberle stated that great work has been completed by Kathy and the team.

Brock wished everyone Happy Holidays. Board Members wished everyone Happy Holidays.

10:08 a.m. Meeting adjourned.

**Next Meeting:** March 16, 2023 9:30am-10:30am